

**POST NON-CERTIFIED TRAINING NOTIFICATION**

POST 2-213 (10/29/2001)

**INFORMATION PRIVACY ACT**

Pursuant to the Federal Privacy Act (Public Law 93-579) and the Information Practices Act of 1977 (Civil Code Sections 1798, et seq.), notice is hereby given for the request of personal information. Although disclosure of the information is voluntary, failure to provide the information may delay or prevent the processing of your application. No disclosure of personal information will be made unless permissible under Article 6, Section 1798.24 of the IPA of 1977. Each individual for whom personal information is collected has the right to inspect that information in any record maintained by POST. Inquiries may be directed to the POST Information Practices Act Coordinator at the address listed above. Contact the POST Information Services Bureau for instructions on requesting records.

**INSTRUCTIONS**

- Complete this application to request Continuing Professional Training (CPT) credit for a non-certified training course selected by the POST Commission.
- Type or print, in ink, all information legibly.
- Attach a copy (no larger than 8 1/2" x 11") of the certificate or letter which verifies course completion (SWAT training only).
- Mail this completed form and a copy of proof of course completion to the address above, Attention: Information Services Bureau.

1. NAME OF TRAINEE (Last, First, Middle)		2. SOCIAL SECURITY NUMBER
3. AGENCY NAME	4. COURSE COMPLETION DATE	5. HOURS SUCCESSFULLY COMPLETED

6. COURSE, COURSE CODE AND COURSE TITLE (Mark the box for the course completed.)

**Federal Bureau of Investigation:**

- ☐ NCC0101 Hazardous Devices Basic School/Redstone Arsenal, Alabama  
☐ NCC0102 FBI National Academy  
☐ NCC0103 National Executive Institute

**Federal Law Enforcement Training Center:**

- ☐ NCC0201 Post-Blast Investigative Techniques

**National Sheriff's Association:**

- ☐ NCC0301 National Sheriff's Institute

**Police Executive Research Forum:**

- ☐ NCC0401 Senior Management Institute for Police

**Northwestern University Center for Public Safety Traffic Institute:**

- ☐ NCC0501 Traffic Accident Reconstruction 1  
☐ NCC0502 Traffic Accident Reconstruction 2

**United States Armed Forces, Entities of:**

- ☐ NCC0601 Special Weapons and Tactics

**United States Secret Service:**

- ☐ NCC0701 Dignitary Protection Service

I attest that I am a duly authorized official of the herein-named agency requesting CPT training credit for the above-named employee. To the best of my knowledge, the information stated above is true and correct and in conformance with Commission Regulations. I also understand

- POST reimbursement is not authorized for attending this training.
- CPT credit will be assigned to the 24-month period in which the course was successfully completed, as described in Commission Regulation 1005(d).

7. SIGNATURE AND TITLE OF CHIEF EXECUTIVE/AUTHORIZED DESIGNEE	8. DATE
9. PRINTED NAME AND TITLE	10. TELEPHONE NUMBER (Area Code, Number)